

Minutes of the Health & Human Services Committee
Thursday, October 1, 2009

Chair Paulson called the meeting to order at 8:30 a.m. and led the committee in the Pledge of Allegiance.

Committee Members Present:

Duane Paulson (Chair),	Jim Jeskewitz	Pauline Jaske (<i>arrived at 12:45 p.m.</i>)
Janel Brandtjen	Gilbert Yerke	
Kathleen Cummings	Bill Zaborowski	

Also Present:

Senior Services Director Cathy Bellovary	Clinical Services Manager Mike DeMares
Health & Human Services Director Peter Schuler	Intake & Support Services Manager Antwayne Robertson
Deputy Director Don Maurer	Child & Family Services Manager Jesús Mireles
Administrative Services Manager Russ Kutz	Senior Financial Analyst Clara Daniels
Legislative Policy Advisor Dave Krahn	Senior Analyst Steve Krafcheck
Office Services Coordinator Windy Jicha	Economic Support Services Coordinator Luann Page
Nutrition Services Supervisor Mary Smith	Adolescent & Family Services Manager Peter Slesar
Legislative Policy Advisor Ann Olson	Senior Financial Analyst Bill Duckwitz
CJCC Coordinator Rebecca Luczaj	

Schedule Next Meeting Dates

- October 2
- October 15

Discuss and Consider the 2010 Operating Budget for the Criminal Justice Collaborating Council (CJCC)

Luczaj reviewed the CJCC 2010 operating budget as outlined on pages 222-225 including a financial summary, program highlights, strategic outcomes and objectives and activity workload data. New performance measures were added to the 2010 strategic outcomes so 2009 targets are not reported in the budget.

Luczaj said the CJCC had an update on the ATC fee structure yesterday at the CJCC meeting. Changes to the program began in June when the grant ended and fees were instituted for participants. Participants are charged according to their ability to pay. To date the vendor, WCS, reported that no one has declined the programming because of the fees. It is too early to tell if the 2009 income goal of \$42K will be met. Luczaj reported that she receives support from staff at the county board office.

Schuler reported that the possible number of jail days projected to be saved in the OWI Program (page 223) in 2010 was reduced by WCS in anticipation of possible funding cuts at the time the budget was prepared. Because the funding was not cut, Schuler will ask WCS program staff to reevaluate the strategic outcome target.

Objective #4 on page 224 is new for 2010. A change in legislation decriminalized OARs removing them from circuit courts and moving them into municipal courts. Luczaj and Judge Davis met with municipal judges to discuss a county-funded OAR Program from October 1, 2009 – March 31, 2010 with shared funding and a gradual phase-out of county funding by September 30, 2011. The municipalities do not feel they have the funding to continue the program after the county funding ends and do not want to participate in the pilot program. Luczaj will make one additional effort to influence the municipalities by presenting the pilot program at the next Waukesha County Cooperation Counsel meeting.

The significant increase in the number of community service hours at Huber is due to the implementation of a new snow-shoveling program during the winter months as well as an increase in the number of underemployed and unemployed Huber inmates involved in community service. WCS got permission from the Sheriff's Department to advertise the Community Services Options Program at Huber, which greatly increased participation in the program.

The county increased budgeted tax levy by \$25K to assist with program continuation. The program is a partnership between WCTC and the Sheriff's Department providing adult basic education, high school completion and employability skills to inmates at the Huber facility and Adult Education and Family Literacy Act for Institutionalized Individuals at the jail.

MOTION: Cummings moved, Jeskewitz second, to tentatively approve the 2010 CJCC operating budget. Motion carried 6-0.

Discuss and Consider the 2010 Operating Budget for the Department of Aging & Disability Resource Center (ADRC)

ADRC Fund

Bellovary said as part of Wisconsin's LTC reform initiative, the ADRC of Waukesha County began operation April 1, 2008. The ADRC integrated certain functions of the DHHS Long Term Care Division with functions from the former Department of Senior Services Information and Assistance, Benefit Specialist and Case Management Programs. Bellovary reviewed the ADRC budget as outlined on pages 187 – 207 of the budget including the financial summary, strategic outcomes and objectives, and an overview of business in 2009.

ADRC Program

Bellovary said revenues decrease by \$228,508 due to a reduction in the state grant assigned to this program. Personnel costs will increase due to salary and benefits continuation costs for 22.26 FTEs and offset by a decrease in salary and benefits from a position reclassification. Operating expenses decrease \$209,153 due to a reduction in contracted ADRC Specialists costs from the first actual year of experience during 2009.

Benefit Specialist Program

Bellovary said this program provides counseling, support and options to older adults with disabilities in areas related to elder and disability rights, income maintenance, housing, surrogate decision making, consumer/financial issues, legal and benefit problems, health care financing and reverse mortgages. There is an increase in general government revenues for this program of \$102,958 due to an increase in the ADRC state grant funding partially offset by a decrease of \$17,307 to \$0 in the Federal Older Americans Act Title IIIB Supportive Services funding assigned to this program. Tax levy is reduced due to additional general government revenue and lower projected expenditures.

Information and Assistance Program

Bellovary said this program provides assistance regarding available resources and service options that empower older adults, caregivers and the community to make informed choices. It is the entry point for accessing services and filing reports for elder abuse/neglect. General government revenue increases \$6,431 as a result of the Federal Older Americans Act Title IIIB Supportive Services allocated funding increase of \$3,996. Tax levy for this program is reduced and shifted to other programs due to additional general government revenue and lower projected expenditures.

Case Management Program

Bellovary said this program provides needs assessments, service referrals, counseling and support to older adults and caregivers for Federal Older American Act and Tax Levy related services. General government revenues are budgeted to increase as a result of the Federal Older Americans Act Title IIIB Supportive Services allocated funding increases. Tax levy is reduced and shifted to other programs due to the additional general government revenue and lower projected expenditures.

Nutrition Fund

Smith briefly described the program and the 2010 major departmental strategic outcomes and objectives. Stimulus funds will be used to purchase shelf stable meals and to cover funding increases. The funding will not be included in the base budget.

Home-Delivered Meals Program

Smith said this program provides meals and support to homebound people age 60 or older who have been assessed and meet eligibility requirements. Further assistance is provided to high-risk recipients through nutrition education, nutrition counseling, home visits and supportive service intervention. 2009 operating expenses are estimated to be over the 2009 Adopted Budget due to higher personnel costs, volunteer mileage reimbursement and food service costs due to an increase in the number of meals served. An interdepartmental fund transfer may be requested if necessary.

Senior Dining Program

Smith said this program provides a nutritious meal with socialization, education and health/wellness programs at community Senior Dining Centers for people aged 60 or older who are eligible under the Older American Act and Wisconsin Senior Dining. Three City of Waukesha senior dining centers will be consolidated into one site in 2010, bringing the total number of senior dining centers in the county to 10. The senior dining center in the City of Waukesha will serve only senior dining congregate meals with a separate consolidated Home Delivered Meals Distribution Center. The remaining nine senior dining centers in the county will serve both senior dining meals and home delivered meals.

ADRC General Fund

Four divisions are included in the HHS general fund: ADRC, Public Health, CJCC and Veterans' Services. Bellovary reviewed the 2010 major departmental strategic outcomes and objectives for the ADRC General Fund as outlined on page 201 - 202 of the budget book.

Community Services Program

Bellovary explained that this program includes a wide range of short-term and long-term supportive home care, adult day center care and intervention programs for older adults and their families. These programs provide supportive services and opportunities including adult day centers, chore services, contracted community services, emergency intervention, health cost sharing, homemaker services, personal care, respite and volunteer services. General government revenues are budgeted to increase \$31,388 due to increases in Federal Older Americans Act Title IIIB Supportive Services, Title IIIE Family Caregiver allocated funding and general and client donations. Tax levy is reduced due to these increases.

Transportation Services Program

Bellovary said this program contracts for accessible specialized transportation services (Shared-Fare taxi, Shuttle Services and Rideline) for older people and individuals with disabilities. General government revenues include the WIDOT grant, which is estimated to increase \$11,151 in 2010. The WIDOT grant requires a 20% local cash match or tax levy funding which the county overmatches. Operating expenses are budgeted to increase overall by \$28,896 due to an increase of \$25,816 in miscellaneous grants to communities for support of non-profit Shared-Fare Tax companies including budgeted increases of \$23,316 to partially cover for CDBG funding that is no longer being provided for taxi operating costs.

Yerke expressed concern about the policy change in CDBG funding. Early in 2010 he would like to have a meeting with all transportation groups to discuss transportation needs and changes.

Adult Protective Services

Maurer said this program was formally located in the Long Term Care Division. Adult Protective Services provides cost effective service for vulnerable adults to ensure their safety and well being, protects them from exploitation and harm, and preserves their maximum level of personal independence. One additional FTE, a clinical therapist, was added to this budget due to increased numbers of referrals involving mental health and AODA issues. The additional staffing is crucial to this program. The budget book reflects general government revenues are budgeted to decrease by \$102,609 reflecting the elimination of state Alzheimer's Family and Caregiver Support Program funding to Family Care counties. Bellovary recently heard \$48K of that funding may be restored. Appropriated fund balance reduction of \$230K reflects a one time general fund balance designated to assist in the providing supplemental payments for clients at Clearview, which will not be needed in 2009 as the fiscal stabilization program will not begin until at least the second half of 2009. It is anticipated that a carryover authorization and expenditure authority will be requested for this purpose for 2010.

Administrative Services Program

Bellovary said general government revenues are budgeted to increase \$10K from an increase in the ADRC state grant funding. Tax levy is reduced and shifted to other programs due to an increase in general government revenue and lower projected expenditures.

MOTION: Cummings moved, Brandtjen second, to tentatively approve the ADRC 2010 operating budget. Motion carried 6-0.

Lunch Break.

Supervisor Jaske arrived at 12:45 p.m.

Overview of the 2010 Operating Budget for the Health & Human Services Department

Maurer said this was one of the most challenging budgets the HHS Department has ever put together. There are some significant cuts and reductions but also some new areas of revenue. The department continues to see positive outcomes in measures, goals and objectives and morale remains high. Some of the expected state budget changes did not materialize so budget reductions are not as bad as predicted but still significant. The county worked hard to minimize the impact of state cuts. The HHS Department worked to keep as many early intervention and prevention services as possible. The budget shows some service redesigns and changes in order to streamline the way business is done.

Schuler thanked all the staff for their involvement in developing the budget. It is very important in a budget this tight to accurately estimate expenditures and revenues.

Discuss and Consider 2010 Operating Budgets for the Following Divisions in the Health & Human Services Department

Robertson reviewed the Intake & Support Services strategic outcomes and objectives #2 and #4 as outlined on page 158 of the budget.

Intake & Support Services

Robertson reviewed the program description, budget, program highlights and activities for the Intake and Shared Services Program as outlined on pages 163 and 164 of the budget. General government revenues includes \$370,082 of the Basic County Allocation, Family Preservation Support at \$103K and a state AODA grant of \$38K. New Federal CDBG funding is budgeted at \$20K to assist with funding respite

care services. Revenues increase for the State Kinship Care by \$20,171 due to the estimated number of children expected to be in Kinship Care placements. Staffing is reduced 2 FTEs in this program due to the abolishment and transfer of two social workers. The reductions are partially offset by employee cost to continue for the remaining 22.30 FTEs.

Brandtjen requested that the number of surveys conducted be added to the key activities highlight section of this budget on page 164.

Economic Services Administration and Support Program

Page said this is a group of approximately 40 staff who administers a variety of programs including food stamps, medical assistance, child care, a fraud elimination program and low-income energy assistance program. Service is provided either directly or through the purchase of a service contract. ES services for adults, elderly, blind, disabled and Badger Care Plus are provided at the HHS Center while ES services for families and children requesting multiple programs are provided at the WDC.

Paulson asked how did the new Badger Core Plan affect this program's workload? Page said it has impacted the workload. Staff provides customer service to those seeking aid completely the application forms.

Page explained that personnel costs have increased 1.00 FTE to help address increasing workloads and caseloads associated with Badger Care Plus and Family Care. Activity data indicates that the average monthly unduplicated caseload reflects a significant increase due to the expansion of the Badger Care Plus Program.

MOTION: Brandtjen moved, Jaske second, to tentatively approve the 2010 Intake and Shared Services Program. Motion carried 7-0.

Child & Family Services

Mireles reviewed the strategic outcomes and objectives #2, #3, #5 and #6 as outlined on page 158 of the budget book.

In-home Safety and Out-of-Home Placement Services (Formerly Child and Family and Permanency Services/Alternate Care)

Mireles explained that this program area is comprised of the Child and Family Services Unit and the Permanency Services/Alternate Care Unit, which provides in-home safety services to families with a child who has been abused or neglected or is at risk of abuse and neglect and services to prevent imminent placements, reunify families or establish an alternate permanent plan. Personnel costs reflect the unfunding of 1.00 FTE Human Services Supervisor position. (The person in this position is retiring.) Other supervisors will take on more responsibilities to supervise staff so the ratio of supervisors to staff will be 1:8. The staff discussed at length potential issues that could arise due to staffing cuts and overburdened supervisors. Mireles said he would keep the committee apprised of any issues.

Future Agenda Items

Presentation/Update by the Children and Family Division staff (March 2010)

Children with Special Needs Unit

Mireles explained that the Children with Special Needs Unit includes three programs: Birth to Three, Children with Special Needs and Family Support. By combining these programs, children and families will receive cohesive care since many qualify for all three programs. He then reviewed the budget for this program as outlined on pages 169 – 170 of the budget book. General government revenue reflects an increase of \$355,332 mostly due to the State Department of Children and Families making it a priority to increase the Children's Long Term Support (CLTS) Waiver funding allocation which increases federal

and state slots available by an estimated 16 additional slots for children and families with intensive needs including autism. County tax levy is reduced due to the increase in CLTS waiver funding.

MOTION: Cummings moved, Jaske second, to tentatively approve the Child and Family Services 2010 operating budget. Motion carried 7-0.

Family Services and Juvenile Services Program

Family Services and Juvenile (formerly known as Family Services Units Program and Juvenile Services Units Program)

Slesar reviewed county-wide key strategic outcome objective #5 on page 159 that refers to diverting at-risk populations from high cost placements into alternative lower cost, safe and more effective community based services.

Slesar said this program provides court and custody intake services, court supervision and treatment to delinquent youth as well as juveniles and children in need of protection and community based services. Services to these children and their families are directed at maintaining the children in their own homes and communities, reducing delinquency recidivism and promoting family and public safety. The program also provides monitoring and coordination of Correctional and Correctional Aftercare placements. Beginning in 2010, monitoring and coordination of treatment foster care, group home and residential care center placements of delinquent youth and juveniles in need of protection and services will also be provided by three social workers who are budgeted to be transferred in from the Children and Family Division, In-home Safety and Out-of-home Placement Services Program to the Juvenile Services I Unit. Slesar reviewed the Family Services & Juvenile Service Program budget including staffing, program highlights and activities as outlined on pages 171 – 174 of the budget book.

Jeskewitz left the meeting at 4 p.m.

Juvenile Center

Slesar reviewed county-wide strategic outcome #3 on page 158 to maintain state licensing standards for care and supervision of children who are in the care or custody of HHS. Next, he reviewed the Juvenile Center budget as outlined on pages 175-176 including program highlights and activities. General government revenues decrease due to reduced Nutritional Grant funds and other state aids. Client fees for the Juvenile Center will increase \$236 to \$261 per day. Actual fees charged will be determined by the client's ability to pay as determined by the state's uniform fee schedule. A Juvenile Center Worker position will be unfunded reducing staff from 30.11 FTE to 29.11.

MOTION: Cummings moved, Brandtjen second, to tentatively approve the 2010 operating budget for the Family Services and Juvenile Services with the corrected version of page 173 of the budget book. Motion carried 6-0.

MOTION: Cummings moved, Brandtjen second, to adjourn the meeting at 4:18 p.m. Motion carried 6-0.

Respectfully submitted,

Approved on: _____

Kathleen M. Cummings
Secretary